

**REGIONAL CURRICULUM DIRECTORS' MEETING  
COMBINED MINUTES**

**August 10, 2009** (Box Elder)

**August 11, 2009** (Canyons)

**August 12, 2009** (Carbon)

**August 13, 2009** (Iron)

**Meeting Purpose:** Receive information regarding the USOE's direction and goals for the 2009-2010 school year and provide critical input as to how the USOE might support local goals.

*NOTE: Meetings at each location proceeded with identical agendas.*

**Attendees:**

**Monday, August 10, Box Elder District Office:**

*Mary Kay Kirkland (Box Elder); Patti Brown, Jill Snyder, Logan Toone (Davis); Robin Williams (Logan); Nedra Call (Nebo); Greg Lewis (Ogden); Michelle Long (Venture Academy); Jane Ann Bitton, Kathleen Nye, Jeff Stephens, Scott Zellmer (Weber)*

**Tuesday, August 11, Canyons District Office:**

*Kim Dohrer, Kathryn Thomas (Academica West); Mari Braithwaite, Barry Graff, Aleen Ure (Alpine); Junior Pili (American Leadership); Al Church (AMES); Hollie Pettersson, Amber Roderick-Landward (Canyons); Heather Shepherd (Channing Hall); Diane Samudio (CS Lewis Academy); Bruce Northcott (Daggett); Vickie Bingham (Davis); Angie Price (Dual Immersion Academy); Mary Alice Rudelich, Carolyn Schubach (Granite), Patty Walker (Guadalupe Charter); Julie Adamic (John Hancock Charter); Clyde Mason, Kerrie Naylor (Jordan); Chris Crippen (Liberty Academy); Kevin Chapman (Millard); Michael Westover (Monticello Academy); Steve Hirase (Murray); Judy Farris (Navigator Pointe); Angela Rasmussen (Noah Webster); Leslie Keisel (North Sanpete); Sheri Jepperson (Odyssey); Rob Nielsen (Open High School); Lori Gardner (Park City); Jodi Lusty (Providence Hall); Tamera Buchanan (Ranches Academy); Alen Howard (Rochwell High); Shauna Carl, Barbara Kuehl (Salt Lake); Barry Walker (South Summit); Steve Crandall, Kari Hull (Summit Academy); Bobbie Roberts (Tooele); Anna Trevino (UCAS); Karen Krier (UEN); Jennifer Howell (USDB); Margaret Young (USOE)*

**Wednesday, August 12, Carbon District Office:**

*Judy Mainord, Mike O'Shea (Carbon); Larry Abplanalp, Jack Bell (Duchesne); Gwen Callahan, Jed Jensen, Kirk Sitterud (Emery); Joe Heywood (Moab Charter); Duke Mossman (NUES); Ray Morgan (Provo); Tony Dove, Lynette Johnson, Ron Nielson (San Juan); JJ Grant (SESC); Tod Johnson (Wasatch); Cherie Blackburn, Jessie Pace (Wayne)*

**Thursday, August 13, Iron District Office**

*Betty Ann Rember (Garfield); Rob Lee (Gateway Prep); Ann Marie Pierson (George Washington Academy); Terry Pickett, Vickie Wilson (Iron); Travis Terry (Kane); Don Yates (Piute); Randy Johnson (SEDC); Myron Mickelson (Sevier); Michael Webb (Tuacahn High School); Richard Holmes (Washington)*

**USOE, Curriculum and Instruction Specialists:** *Brenda Burrell, Lynne Greenwood, Gerolynn Hargrove, Reed Spencer*

**USOE, Assessment:** *John Jesse*

**USOE, CTE:** Julie Felshaw (Financial Literacy)

**Guest:** Diane Johnson (Utah Education Savings Plan)

**10:00-10:05 Welcome (Lynne Greenwood)**

*After briefly welcoming everyone, Lynne introduced Julie Felshaw from CTE.*

**10:05-10:20 Senate Bill 100-Economic Literacy Passport (Julie Felshaw)**

*As a result of the 2007 legislative session, SB2 requires financial literacy instruction for all students. Julie spoke of the “Financial Literacy Passport.” The on-line information will suggest likely instructional items (standards and objectives) for students from kindergarten through 10<sup>th</sup> grade. Formal classes are held during the 11<sup>th</sup> and 12<sup>th</sup> grade years. K-10 instruction should be integrated into Math, Language Arts, and Social Studies classes. Students will be eligible to earn a passport by completing all items, as defined, for each grade level.*

*UEN has received a grant to help support a comprehensive web site and facilitate a week of training which will be broadcast in October. (Additional information will be distributed as it becomes available.)*

*Diane Johnson, representing the Utah Education Savings Plan, handed out a sample brochure which is to be given to parents and/or legal guardians of every kindergarten student. (Brochures have already been sent to every elementary school in Utah.) SB100 requires this information be given to parents regarding information for students to be financially prepared for college.*

**10:20-10:45 USOE Goals for 2009-2010 (Lynne Greenwood)**

**Board, Superintendent, Curriculum & Instruction**

- *Lynne explained that budget reductions affect all districts across the state. Specifically, the budget for Curriculum and Instruction sustained significant cuts. USOE agencies are being unified under a common goal as Dr. Larry Shumway takes over as Superintendent of Public Schools. Superintendent Shumway’s “Promises to Keep” was approved by the Board on Friday, August 7. His goals include literacy and numeracy for all children, high-quality instruction, curriculum with high standards and relevance, and effective assessment. (Please see power point presentation.)*
- *Lynne then introduced Curriculum and Instruction Coordinators and the content areas they supervise:*
  - *Dr. Reed Spencer: K-12 Literacy, Early Childhood, STAR, Endorsements, Service Learning*
  - *Dr. Brenda Burrell: K-12 Social Studies, MESA, Minority Achievement, American Indian, Title III, MESA, Highly Impacted*
  - *Gerolynn Hargrove: Core Academy, Health & PE, Accreditation, Fine Arts, Instructional Materials*
  - *David Smith: K-12 Math, K-12 Science*
  - *Lynne Greenwood: World Language, Concurrent Enrollment, IB, AP, and over all department assignments and supervision*

- *As part of the presentation, Reed spoke of two on-line instructional support projects.*
  - *One project concerns a Kindergarten Assessment to support the Optional Extended Day Kindergarten Program. These funds were left intact for two additional years, during the last legislative session. Districts were left to choose which assessment to use. As a result, it is difficult to attain good data as to whether all-day kindergarten programs make a difference. It is expected that children make definite gains in all-day kindergarten classes. The optional kindergarten assessment will provide an opportunity to the USOE to measure the success with a ceiling beyond K. The assessment may be used as an accompaniment to local assessments. USOE will score the assessment and use data to evaluate OEK effectiveness.*
  - *The second project is aimed at getting students to read, write, listen, and speak in all content areas. On-line links will be made available to support specific best-practice and research-based classroom instruction for all students from gifted to struggling and ELL.*
- *Reed also informed the group of the change made to the K-3 Reading Initiative. Each district/charter school is required to report using "grade level" as between the 3<sup>rd</sup> and 4<sup>th</sup> stanine. This stanine is a very low grade level target. The target will be moved to scores between the 4<sup>th</sup> and 5<sup>th</sup> as a better level at end of 3<sup>rd</sup> grade. Results from last year's tests will be regenerated and posted on-line. Reports are due September 11.*
- *Core Academy was a success this year due, in large part, to the instructors. Thank you to all who participated in many capacities. Gerolynn Hargrove will begin planning for next summer's sessions. The tentative plan is to conduct double sessions in five locations over a 5-week period: Wasatch Front, northern location, Emery, Vernal, southern location. Your help is needed to make the 2010 Core Academy a success. Please send Gerolynn names of those who are strong teachers and presenters.*
- *Lynne advised everyone to spend allocated funds. Spend it as it was intended and spend it now. It is expected that next year's funding could be cut again during the 2010 legislature.*

**10:45-11:15 Discuss Common Goals for LEAs and USOE (Group)**

**11:15-11:45 Discuss Desired LEA Involvement in USOE Special Topic Meetings (Group)**

**11:45-12:15 Discussion of Future USOE Meetings (Group)**

**Curriculum Directors**

**Content Meetings**

**Special Topic Meetings**

**Delivery Mode**

**Desired Location**

**Participants**

**Agenda**

**Other**

**12:15-12:30 Open Discussion of Additional LEA Needs and Issues**

*The following are discussion items from each of the four meetings. Items have been combined to avoid duplication.*

*1. Goals:*

- Budget issues have had such an impact. Some districts struggle with funding for professional development and endorsements. USOE has limited federal monies for additional Math and Science support. The federal funding emphasis is for secondary classes, but there is a small piece for elementary.*
- Professional development should be determined and driven by results, target day-to-day instruction, focused, and etc. Of particular interest would be infusing technology in daily instruction and virtual classrooms. (Asked to provide a presentation on virtual classrooms.)*
- Possibility to combine regional professional development opportunities with and between districts.*
- Professional development should embed elements of effective instruction and reference research.*
- The concern was voiced that the decrease in professional development for teachers will have a negative impact on student achievement. Districts have appreciated the opportunities USOE has provided.*
- Brenda Hales is looking at "Race to the Top." There are many stipulations to access these funds. It may depend on the non-negotiables. What do we want to commit to?*
- Principals Literacy Institute will continue. David Smith will conduct a Principals Math/Science Institute. David will forward information to districts as it becomes available. He is new to the section and will need some time to assume all duties. Lynne indicated that district wishes are honored as to whether a principal should attend.*
- The suggestion was made that every principal should be required to attend a 'best-practices' training so they are all on the same page.*
- The request was made to notify districts prior to individual principals who want to attend the Principals Literacy Institute.*
- Endorsement revisions are under way. A committee composed of representatives from universities, districts, and etc., have spent many months defining common syllabi for the Elementary Math Endorsement. This work is nearing completion. The ESL endorsement is in its beginning stages under the direction of Brenda Burrell and Jeff Ojeda.*

*2. What are your needs?*

- There is a need for more collaboration on a state level. For example, Curriculum and Instruction needs to talk to Assessment, and etc. Include multiple teams in collaborations, i.e., Special Ed, and etc. Have more conversations with other departments.*
- Specialists need to collaborate.*
- It was asked if districts can look at test items. Are test items valid and reliable?*
- Build a generic rubric to assess a specific teaching strategy.*
- Work on a professional development model. If you wish to participate in discussions, please notify Lynne ([lynne.greenwood@schools.utah.gov](mailto:lynne.greenwood@schools.utah.gov)).*

- *My Access: through the RFP process, one vendor will be chosen. Training is a big issue.*
- *USOE should scale back on the number of on-going projects; instead, put effort and resources into 3 or 4 projects.*
- *The accreditation process should also be used as a tool for self-study. It should be used for all schools.*
- *Would like more information on USOE's website. What is there? How do we find information?*

### 3. Curriculum Directors meetings

- *Hot topics:*
  - *Singapore Math: may come up in the 2010 legislature.*
  - *"Math for America:" may also be a legislative initiative.*
  - *Sexual education will be of issue as to whether a student should continue as is or opt for more in-depth instruction.*
  - *Interest in "What Works Clearinghouse" product.*
- *Other issues:*
  - *District representatives like the face- to-face meetings. Networking is critical to district personnel. Group meetings are motivating.*
  - *Of particular interest will be update meetings on legislative sessions both as a heads-up and a debriefing.*
  - *Participants like receiving the agenda ahead of time. If there is a meeting, it should have focus, not fluff. Many people travel 2 or more hours to attend, so meetings should be "packed." Perhaps content meetings or sub-committee meetings could follow Curriculum Directors' meetings. People would even prefer 2 days of back-to-back meetings rather than separate sessions. Combine meetings when possible and appropriate. Many curriculum directors have multiple assignments over different content areas.*
  - *Updated web pages to include minutes, and etc.*
  - *Some regional meetings may be appropriate for analysis and specific work.*
  - *Polycom and Wimba don't always work. It is hard to stay focused on Wiimba due to downtime. Like the idea of Wimba as a tool to archive. Might consider skype.*
  - *Several people liked having these meetings over several days as it gave options to fit their schedules.*
  - *The K-2 Social Studies Core will include literacy. There is still work to be done.*
  - *The K-2 Science Core is off to a good start.*
  - *Reed Spencer is working on a literacy framework for each content area.*
  - *We need a state science specialist. The gap in this area continues to increase. This leader needs to have a clear vision and focus.*
  - *Principals may be interested in high school redesign. It is imperative that redesign connects to student achievement.*
  - *K-16 Alliance: This could be a year-long project. Higher Ed. should be invited. Look at endorsements and common syllabi framework.*

- *Need more information. Need to know next steps. How can information make a difference for our teachers? Be explicit. Clarity in presentation. Include district-specific information. How do we compare to national standards?*

**Please Note:** *(An rsvp request will be sent prior to each meeting)*

*Curriculum Directors meeting dates are as follows:*

- |            |                    |           |                      |
|------------|--------------------|-----------|----------------------|
| ➤ (Wed.)   | September 30, 2009 | 9:00-1:00 | Embassy Suites       |
| ➤ (Thurs.) | November 12, 2009  | 9:00-1:00 | TBA                  |
| ➤ (Thurs.) | January 14, 2010   | 9:00-1:00 | TBA                  |
| ➤ (Fri.)   | March 26, 2010     | 9:00-1:00 | Nebo Learning Center |

*Topic Specific Meetings for Curriculum Directors and invited guests:*

- |  |                    |            |                     |
|--|--------------------|------------|---------------------|
| ➤ <b>High School Redesign Planning Meeting</b>           |                    |            |                     |
| (Fri.)   | September 25, 2009 | 1:00-3:00  | USOE, Room 156      |
| ➤ <b>Model for Effective Instruction</b>                 |                    |            |                     |
| (Wed.)   | October 7, 2009    | 9:00-12:00 | USOE, Basement East |
| ➤ <b>Model for Result-Based Professional Development</b> |                    |            |                     |
| (Fri.)   | October 16, 2009   | 9:00-12:00 | USOE, Room 156      |